



**DEPARTMENT OF CORRECTIONS
POLICIES AND PROCEDURES**

Policy No.: DOC 5.5.3	Subject: RECREATION PROGRAMS
Chapter 5: OFFENDER PROGRAMS	Page 1 of 4
Section 5: Recreation and Activities	Revision Date:
Signature: /s/ by Director Rick Day 2/5/98	Effective Date: June 1, 1998

I. POLICY:

It is the policy of the Montana Department of Corrections to provide recreational programs and activities to confined offenders, based upon classification, with conditions of security and supervision that ensure, to the greatest extent possible, the safety and welfare of the public and offenders.

II. AUTHORITY:

53-1-203, MCA. Powers and Duties of Department of Corrections

III. DEFINITIONS:

Recreation means non-work related activity intended to refresh body or mind.

Facilities and Programs, for the purpose of this policy, refers to Montana State Prison, Montana Women's Prison, Pine Hills Youth Correctional Facility, Riverside Youth Correctional Facility, and youth transition centers.

IV. PROCEDURES:

A. Responsibility

The facility/program administrator will designate a qualified person who will be responsible for recreational activities. This designated individual may be responsible for the following:

- C surveying the recreation needs and interests of the offender population annually;
- C maintaining recreation facilities and equipment in good condition, suitable for the planned activities, and in proportion to the offender population;
- C properly inventorying, securing and storing all equipment, with special emphasis on equipment which has the potential to be used as a weapon;

Policy No.: DOC 5.5.3	Chapter: Offender Programs	Page 2 of 4
Subject: RECREATION PROGRAMS		

- C when appropriate, providing for integration with the community through recreational activities with local sports teams;
- C providing staff supervision for activities initiated by offenders;
- C supervising offenders used as recreational program assistants, who will be selected carefully and trained for their role and duties;
- C overseeing recreation programs in locked housing units and for special needs offenders; and
- C physical fitness and wellness programs, where applicable.

B. Program Content

1. Recreation activities may include softball, basketball, volleyball, table games, sporting competitions, holiday activities, hobby programs, and programs by outside groups.
2. General population housing units with day rooms may provide activities such as dominoes, checkers, cards, and television. Recreation activities will be supervised and made available to each offender at least one hour each day with the exception of segregation inmates.
3. General population offenders will be granted access to supervised outdoor exercise on a daily basis, weather permitting, using a variety of fixed and moveable equipment.
4. Equipment items which are issued to offenders in secure facilities will be inventoried on a daily basis and stored in a secure area. Staff will be responsible for conducting searches of recreation areas for the purpose of detecting altered or damaged equipment, hidden contraband, and security breaches. Local policy will direct the manner of inventory and recreation searches.
5. Offenders housed in locked units will not exercise with general population offenders. Special precautions will be taken in those units to ensure that offenders needing separation from each other do not exercise together.

Policy No.: DOC 5.5.3	Chapter: Offender Programs	Page 3 of 4
Subject: RECREATION PROGRAMS		

6. Staff supervision of recreation activities will be constant and performed pursuant to local policy.
In secure facilities/programs, at least one employee supervising offenders during recreation activities will be equipped with a radio to maintain contact with the control center. All offenders moving to recreation activity from locked unit cells will be searched prior to and after the recreation period and escorted by security personnel.
7. Offenders also may also be permitted, within the limits imposed by security, safety, and sanitation, to engage in independent recreation activities such as board games, properly supervised small group activities, in-cell hobby craft, and similar time-structuring activities. Offenders may request additional activities and programs of an individual or group nature. Approval will be contingent on the availability of staff supervision, safety and security, and other resources.
8. To the extent practical, facilities will substitute less dangerous alternatives for any recreational equipment that may readily be used as a weapon.

C. Program Evaluation

Recreation staff will be responsible for evaluating the program annually to assess its effectiveness using a systematic approach to determine the personnel and program requirements for offender recreational program staff and services. This evaluation report will include an assessment of major accomplishments, problems, plans and goals for the next year.

D. Staffing

The facility/program administrator will review the staffing pattern for the recreational program at least annually. This evaluation will include a review of the following conditions:

- C the number of staff assigned to the recreational program;
- C the number of other staff assigned from other sources, including correctional officers assigned to provide security supervision, volunteers, contracted wellness services, and others; and
- C any major program revisions that would affect staffing needs.

Policy No.: DOC 5.5.3	Chapter: Offender Programs	Page 4 of 4
Subject: RECREATION PROGRAMS		

E. Nonemployee Program Involvement

1. Trained and approved volunteers from the local community may be used in the recreation program.
 - a. Relatives of offenders, or persons on any offender's visiting list, will not be permitted to serve in this capacity without special approval from the facility/program administrator.
 - b. Volunteer programs may be scheduled and must be under supervision as established by local policy.
 - c. The facility/program administrator or designee will conduct a routine background check on all regular volunteers to verify their identity, occupation, and credentials for the type of activity involved.
 - d. Each volunteer will be provided with a standard orientation to the facility/program and will sign an acknowledgment of understanding regarding the rules of the facility/program, particularly those addressing relationships with offenders (refer to [DOC 1.7.1, Volunteers](#)).
2. Community sports teams may be admitted for facility/program organized activities with an abbreviated orientation provided that family members of offenders are not participating.

F. Staff Participation and Use of Recreation Equipment

Local policy will be established to dictate staff use of recreational equipment and participation in recreational activities with offenders. Staff participation policy must address facility/ program security and employee workers= compensation issues or concerns.

V. CLOSING:

Questions concerning this policy shall be directed to the recreation supervisor or designee.